

MICHIGAN CIVIL SERVICE COMMISSION

P.O. Box 30002, Lansing, Michigan 48909

www.michigan.gov/mdcs

ADVISORY BULLETIN

No. 7.01-5-2007

DATE ISSUED: October 25, 2007

POST END DATE: December 31, 2010

RULE REFERENCE: CHAPTER 7

REGULATION REFERENCE: 7.01

CONTACT AREA

Personal Services Review

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SUBJECT

**PROHIBITION AGAINST HIRING CURRENT STATE EMPLOYEES THROUGH A
PERSONAL SERVICES CONTRACT**

This document should be placed with the referenced rule and/or regulation until the Post End Date.

NOTE: THIS ADVISORY BULLETIN SUPERCEDES ADVISORY BULLETIN 7.01-5-2006, *PROHIBITION AGAINST HIRING CURRENT STATE EMPLOYEES THROUGH A PERSONAL SERVICES CONTRACT*, DATED AUGUST 10, 2006.

THIS ADVISORY BULLETIN IMPLEMENTS THE GOVERNOR'S EXECUTIVE DIRECTIVE 2006-3, DATED JULY 26, 2006. THIS EXECUTIVE DIRECTIVE CAN BE FOUND ON THE GOVERNOR'S WEBSITE AT:

<http://www.michigan.gov/gov/0,1607,7-168-36898-148046--,00.html>

Occasionally, services of individuals employed by one agency are sought by another agency. Based on Executive Directive 2006-3, Item I, A, departments and agencies are prohibited from hiring an individual via contractual personal services if that individual is employed within state government.

If the services of a classified or unclassified employee of one agency are needed concurrently in the same or different agency, a second classified position must be established and an appointment made in accordance with Civil Service Regulations 4.01, *Position Classification Actions That Require Civil Service Review*, and 3.07, *Appointments and Job Changes*. Classified employees must be approved for supplemental employment and compensated in accordance with Civil Service Regulation 5.11, *Compensating Employees Occupying Multiple Positions*. These regulations can be found on the Civil Service website at: http://www.michigan.gov/mdcs/0,1607,7-147-6877_8154---,00.html

Questions regarding this advisory may be directed to Personal Services Review at 517-241-8552, or e-mail DCS-138Disbursements@michigan.gov. Questions regarding information contained in Regulations 4.01, 3.07, and 5.11 may be directed to the telephone number or e-mail address appearing at the end of the respective regulation.